

COMMUNITY SERVICES BLOCK GRANT



STATE PLAN
FISCAL YEARS 2008 & 2009
Addendum – To Include 2010

American Recovery and Reinvestment Act Program

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I. Federal Fiscal Years Covered by this State CSBG Recovery Act Plan

January 1, 2009-December 31, 2010

II. Letter of Transmittal (See Appendix)

III. Executive Summary

A. CSBG State Legislation

The Indiana Statute (IC 12-14-23-1), revised 2001, defines community action agencies and community action programs, including the components of the program (range of services). It also has tripartite board requirements, a requirement to consult neighborhood based organizations to assist in planning, conducting, and evaluating the program. The 2001 update changed the protocol for selecting new agencies and added the faith-based organization language as included in the CSBG Reauthorization Act of 1998. (See Appendix for Statutory Authority and Designation of Lead Agency.)

B. DESIGNATION OF LEAD AGENCY

Pursuant to Indiana Code 4-4-33-1-(2), Mitchell E. Daniels, Jr., Governor of the State of Indiana designated the Indiana Housing and Community Development Authority to act as the lead agency for purposes of carrying out State activities for the Community Services Block grant Program. (See Appendix for designation letter).

Sherry Seiwert is the Executive Director of the Indiana Housing and Community Development Authority.

Cecelia Johnson-Powell is the State CSBG contact.

C. PUBLIC INSPECTION REQUIREMENTS

1. **Public Hearing:** The Public Hearing was held on May 28, 2009. A Public Hearing Notice was distributed on a statewide basis through a newspaper. (Hearing Notice and distribution list attached – See Appendix. All eligible entities were notified directly through Exact Target E-mail dated May 18, 2009.
2. **Legislative Hearing:** A legislative hearing was last completed in 2007 for the two-year CSBG State Plan.
3. **Public Inspection of State Plan:** As noted in the Public Hearing Notice, an overview of the Plan was provided to the public at the hearing on May 18, 2009, and the final CSBG State Plan will be distributed after the public comment period has closed on May 28, 2009. A copy of the state plan was also placed on the Indiana Housing and Community Development website for additional public review and participation. An address and phone number were provided for obtaining information or copies. As noted above, a copy of the overview was made available to each community action agency.

IV. STATEMENT OF FEDERAL AND CSBG ASSURANCES

As a part of the annual or biannual application required by subsection 676 of the Community Services Block Grant Act (The Act), as amended, (42 U.S.C. 9901 et seq.), the designee of the chief executive of the State hereby agrees to the Assurances in Section 676 of the Act unless otherwise stated in the American Reinvestment and Recovery Act of 2009.

A. Programmatic Assurances

1. Funds made available through this grant or allotment will be used:

(a) To support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), homeless families and individuals, migrant or seasonal farm workers, and elderly low-income individuals and families to enable the families and individuals to:

2. remove obstacles and solve problems that block the achievement of self-sufficiency (including self-sufficiency for families and individuals who are attempting to transition off a State program carried out
3. under part A of Title IV of the Social Security Act);
4. secure and retain meaningful employment;
5. attain an adequate education, with particular attention toward improving literacy skills of low-income families in the communities involved, which may include carrying out family literacy initiatives;
6. make better use of available income;
7. obtain and maintain adequate housing and a suitable living environment;
8. obtain emergency assistance through loans, grants, or other means to meet immediate and urgent family and individual needs, and;
9. achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to document best practices based on methodologies for widespread replication; and strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

(b) To address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as programs for the establishment of violence-free zones that would involve youth development and intervention models, (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and after-school child care programs; and

(c) To make more effective use of, and to coordinate with, other programs (including State welfare reform efforts). [676(b) (1)]

2. To describe how the State intends to use discretionary funds made available from the remainder of the grant or allotment described in Section 675C(b) of the Act in accordance with the community services block grant program, including a description of how the State will support innovative community and neighborhood-based initiatives related to the purposes of the community services block grant program. [676(b) (2)]

3. To provide information provided by eligible entities in the State, including:
 - a) a description of the service delivery system, for services provided or coordinated with funds made available through grants made under Section 675 (a) of the Act, targeted to low-income individuals and families in communities within the State;
 - b) a description of how linkages will be developed to fill identified gaps in services through the provision of information, referrals, case management, and follow-up consultations;
 - c) a description of how funds made available through grants made under Section 675(a) will be coordinated with other public and private resources; and
 - d) a description of how local entities will use the funds to support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting. [676(b) (3)]
4. To ensure that eligible entities in the State will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals. [676(b) (4)]
5. That the State and the eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services to low-income individuals and to avoid duplication of such services, and State and the eligible entities will coordinate the provision of employment and training activities in the State and in communities with entities providing activities through statewide and local workforce investment systems under the Workforce Investment Act of 1998. [676(b)(5)]
6. To ensure coordination between anti-poverty programs in each community in the State, and ensure, where appropriate, that emergency crisis intervention programs under Title XXVI (relating to low-income home energy assistance) are conducted in such communities. [676(b) (6)]
7. To permit and cooperate with Federal investigations undertaken in accordance with Section 678D of the Act. [676(b) (7)]
8. That any eligible entity in the State that received funding in the previous fiscal year through a community services block grant program will not have its funding terminated under this subtitle, or reduced below the proportional share of funding the entity received in the previous fiscal year, unless after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in Section 678C(b) of the Act. [676(b) (8)]
9. That the State and eligible entities in the State will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations. [676(b) (9)]
10. To require each eligible entity in the State to establish procedures under which a low-income individual, community organization, religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation. [676(b)]
11. To secure from each eligible entity in the State, as a condition to receipt of funding, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State plan) that includes a community-needs assessment for the community served, which may be coordinated with community-needs assessments conducted for other programs. [676(b) (11)]

12. That the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, performance measure system for which the Secretary facilitated development pursuant to Section 678E(b) of the Act. [676(b) (12)]

13. To provide information describing how the State will carry out these assurances. [676(b) (13)]

B. Administrative Assurances

The State further agrees to the following, as required under the Act:

1. To submit an application to the Secretary containing information and provisions that describe the programs for which assistance is sought under the community services block grant program prepared in accordance with and containing the information described in Section 676 of the Act. [675A (b)]
2. To use not less than 90 percent of the funds made available to the State by the Secretary under Section 675A or 675B of the Act to make grants to eligible entities for the stated purposes of the Community Services Block Grant program and to make such funds available to eligible entities for obligation during the fiscal year and succeeding fiscal year, subject to the provisions regarding recapture and redistribution of un-obligated funds outlined below. [675(a) (1) and (2)]
3. In the event that the State elects to recapture and redistribute funds to an eligible entity through a grant made under Section 675C(a) (1) when un-obligated funds exceed 20 percent of the amount so distributed to such eligible entity for such fiscal year, the State agrees to redistribute recaptured funds to an eligible entity, or require the original recipient of the funds to redistribute the funds to a private nonprofit organization located within the community served by the original recipient of the funds, for activities consistent with the purposes of the community services block grant program. [675C (a) (3)]
4. To spend no more than \$55,000 or 5 percent of its grant received under section 675A or the State allotment received under section 675B for administrative expenses, including monitoring activities. [675C (b) (2)]
5. In states with a charity tax credit in effect under state law, the State agrees to comply with the requirements and limitations specified in Section 675(c) regarding use of funds for statewide activities to provide charity tax credits to qualified charities whose predominant activity is the provision of direct services within the United States to individuals and families whose annual incomes generally do not exceed 185 percent of the poverty line in order to prevent or alleviate poverty among such individuals and families. [675(c)]
6. That the lead agency will hold at least one hearing in the State with sufficient time and statewide distribution of notice of such hearing, to provide to the public an opportunity to comment on the proposed use and distribution of funds to be provided through the grant or allotment under Section 675A or 675B for the period covered by the State plan. [676(a) (2)(B)]
7. That the chief executive officer of the State will designate an appropriate State agency for purposes of carrying out State Community Services Block Grant Program activities. [676(a) (1)]
8. To hold at least one legislative hearing every three years in conjunction with the development of the State plan. [676(a) (3)]
9. To make available for public inspection each plan or revised State plan in such a manner as will facilitate review of and comment on the plan. [676(e) (2)]
10. To conduct the following review of eligible entities:
 - (a) full onsite review of each such entity at least once during each three-year period;
 - (b) an onsite review of each newly designated entity immediately after the completion of the first year in which such entity receives funds through the Community Services Block Grant Program;

- (c) follow-up reviews including prompt return visits to eligible entities, and their programs, that fail to meet the goals, standards, and requirements established by the State;
 - (d) other reviews as appropriate, including reviews of entities with programs that have had other Federal, State, or local grants (other than assistance provided under the Community Services Block Grant Program) terminated for cause. [678B (a)]
11. In the event that the State determines that an eligible entity fails to comply with the terms of an agreement or the State plan, to provide services under the Community Services Block Grant Program or to meet appropriate standards, goals, and other requirements established by the State (including performance objectives), the State will comply with the requirements outlined in Section 678C of the Act, to:
- (a) inform the entity of the deficiency to be corrected;
 - (b) require the entity to correct the deficiency;
 - (c) offer training and technical assistance as appropriate to help correct the deficiency, and submit to the Secretary a report describing the training and technical assistance offered or stating the reasons for determining that training and technical assistance are not appropriate;
 - (d) at the discretion of the State, offer the eligible entity an opportunity to develop and implement, within 60 days after being informed of the deficiency, a quality improvement plan and to either approve the proposed plan or specify reasons why the proposed plan cannot be approved;
 - (e) after providing adequate notice and an opportunity for a hearing, initiate proceedings to terminate the designation of or reduce the funding to the eligible entity unless the entity corrects the deficiency. [678(C) (a)]
12. To establish fiscal controls, procedures, audits and inspections, as required under Sections 678D (a) (2) of the Act.
13. To repay to the United States amounts found not to have been expended in accordance with the Act, or the Secretary may offset such amounts against any other amount to which the State is or may become entitled to under the Community Services Block Grant program. [678D (a) (3)]
14. To participate, by October 1, 2001, and ensure that all-eligible entities in the State participate in the Results-Oriented Management and Accountability (ROMA) System. [678E (a) (1)]
15. To prepare and submit to the Secretary an annual report on the measured performance of the State and its eligible entities, as described under 678E(a) (2) of the Act.
16. To comply with the prohibition against use of Community Services Block Grant funds for the purchase or improvement of land, or the purchase, construction, or permanent improvement (other than low-cost residential weatherization or other energy-related home repairs) of any building or other facility, as described in Section 678F(a) of the Act.
17. To ensure that programs assisted by Community Services Block Grant funds shall not be carried out in a manner involving the use of program funds, the provision of services, or the employment or assignment of personnel in a manner supporting or resulting in the identification of such programs with any partisan or nonpartisan political activity or any political activity for public or party office; any activity to provide voters or prospective voters with transportation to the polls or similar assistance with any such election, or any voter registration activity. [678F (b)]
18. To ensure that no person shall, on the basis of race, color, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with Community Services Block Grant program funds. Any prohibition against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) or with respect to an otherwise qualified individual with a disability as provided in

Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 12131 et seq.) shall also apply to any such program or activity. [678F (c)]

(a) Section 679, Operational Rule

- a. Religious Organizations included as Non-governmental Providers.--For any program carried out by the Federal Government, or by a State or local government under this subtitle, the government shall consider, on the same basis as other non-governmental organizations to provide the assistance under the program, so long as the program is implemented in a manner consistent with the Establishment Clause of the first amendment to the Constitution. Neither the Federal Government nor the State or local government receiving funds under this subtitle shall discriminate against an organization that provides assistance under, or applies to provide assistance under, this subtitle, on the basis that the organization has a religious character.
- b. Religious Character and Independence.
 - i. In General.--A religious organization that provides assistance under a program described in subsection (a) shall retain its religious character and control over the definition, development, practice, and expression of its religious beliefs.
 - ii. Additional Safeguards.—Neither the Federal Government nor a State or local government shall require a religious organization--
 - a) To alter its form of internal governance, except for purposes of administration of the Community Services Block Grant program as provided in section 676; or
 - b) to remove religious art, icons, scripture or other symbols: in order to provide assistance under a program described in subsection (a).
- c. Limitation on Use of Funds for Certain Purposes.--No funds provided directly to a religious organization to provide assistance under any program described in subsection (a) shall be expended for sectarian worship, instruction, or proselytization.
- d. Fiscal Accountability.--
 - i. In General.--Except as provided in paragraph (2), any religious organization providing assistance under any program described in subsection (a) shall be subject to the same regulations as other nongovernmental organizations to account in accord with generally accepted accounting principles for the use of such funds provided under such program.
 - ii. Limited Audit.--Such organization shall segregate government funds provided under such program into a separate account. Only the government funds shall be subject to audit by the government.
- e. 5) Treatment of Eligible Entities and Other Intermediate Organizations.--If an eligible entity or other organization (referred to in this subsection as an 'intermediate organization'), acting under a contract, or grant or other agreement, with the Federal Government or a State or local government, is given the authority under the contract or agreement to select nongovernmental organizations to provide assistance under the programs described in subsection (a), the intermediate organization shall have the same duties under this section as the government."

C. Other Administrative Certifications

The State also certifies the following:

1. To provide assurances that cost and accounting standards of the Office of Management and Budget (OMB Circular A-110 and A-122) shall apply to a recipient of Community Services Block Grant program funds.
2. To comply with the requirements of Public Law 103-227, Part C Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994, which requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18 if the services are funded by a Federal grant, contract, loan or loan guarantee. The State further agrees that it will require the language of this certification be included in any sub-awards, which contain provisions for children's services and that all subgrantees shall certify accordingly.

D. The State further agrees to the following, as required under the Recovery Act:

13. To submit a plan to the Secretary containing information and provisions that describe the programs for which assistance is sought under the Community Services Block Grant program prepared in accordance with and containing described in the Recovery Act.
14. To distribute not less than 99 percent of the Recovery Act allocations made available to the State by the Secretary to make grants to "eligible entities" as defined by Section 673 (1) of the CSBG Act for the stated purposes of the Recovery Act.
15. To make such funds available to eligible entities for obligation during the fiscal year and the succeeding fiscal year, subject to the provisions regarding carryover of unobligated funds as stated in the Appropriations Act. (H.R. 3061).
16. To spend no more than 1 percent of the State allotment received under the Recovery Act for benefits enrollment coordination activities relating to the identification and enrollment of eligible individuals and families in Federal, State, and local benefit programs.
17. To fulfill supplemental reporting requirements for CSBG Recovery Act funds.
18. To provide information describing how the State will carry out activities and services supported by Recovery Act Funds.

Signature

Date

Sherry Seiwert, Executive Director

Indiana Housing and Community Development Authority

V. NARRATIVE STATE PLAN

Administrative Structure

a. State Administrative Agency:

On October 10, 2007 Mitchell E. Daniels, Jr., Governor of the State of Indiana designated the Indiana Housing and Community Development Authority (IHCDA) as the lead agency for purposes of carrying out State activities for the Community Services Block Grant Program.

At IHCDA, we believe that growing Indiana's economy starts at home. Our charge is to help communities build upon their assets to create places with ready access to opportunities, goods, and services. We also promote, finance, and support a broad range of housing solutions, from temporary shelters to homeownership.

IHCDA's work is done in partnership with developers, lenders, investors, and nonprofit organizations that use our financing to serve low- and moderate-income Hoosiers. We leverage government and private funds to invest in financially sound, well-designed projects that will benefit communities for many years to come. And our investments bear outstanding returns. The activities that we finance help families become more stable, put down roots, and climb the economic ladder. In turn, communities grow and prosper, broadening their tax base, creating new jobs, and maximizing local resources. IHCDA's work is truly a vehicle for economic growth, and it all starts at home.

Goals of IHCDA:

1. Improve Indiana communities by targeting specific underserved and/or emerging geographic areas and populations with housing and community development programs.
2. Emphasize funding solutions to move individuals and families through the continuum of housing towards self-sufficiency.
3. Identify innovative programs and priorities that utilize flexible funding sources and can be used to make the case for additional funding.
4. Increase asset generation and preservation by citizens of the State of Indiana.
5. Invest in real estate projects that revitalize and strengthen local communities.

b. Eligible Entities

Below are listed the eligible entities, acronym, and geographic area (counties) served. All 92 of Indiana's counties are served by eligible entities.

Action, Inc. of Delaware and Grant Counties (ACTION)
Delaware and Grant Counties

Area IV Agency on Aging & Community Action Programs, Inc. (Area IV)

Carroll, Clinton, Tippecanoe and White Counties

Area Five Agency on Aging and Community Action Programs, Inc. (Area 5)

Cass, Howard, Miami, Tipton and Wabash Counties

Community Action of Greater Indianapolis, Inc. (CAGI)

Boone, Hamilton, Hendricks and Marion Counties

Community Action of East Central Indiana, Inc. (CAECI)
Fayette, Union and Wayne Counties

Community Action of Northeast Indiana, Inc. (CANI)

Allen, LaGrange, Noble, Whitley, Steuben and DeKalb Counties

Community Action of Southern Indiana (CASI)
Clark, Floyd and Harrison Counties

Community Action Program of Western Indiana, Inc. (COWI)

Benton, Fountain, Montgomery, Parke, Vermillion and Warren Counties

Community Action Program of Evansville and Vanderburgh County, Inc. (CAPE)

Gibson, Posey and Vanderburgh Counties

Community and Family Services, Inc. (CFS)

Adams, Blackford, Huntington, Jay, Randolph and Wells Counties

Hoosier Uplands Economic Development Corporation (HUEDC)

Lawrence, Martin, Orange and Washington Counties

Human Services, Inc. (HSI)

Bartholomew, Decatur, Jackson, Johnson and Shelby Counties

Interlocal Community Action Program, Inc. (ICAP)
Hancock, Henry and Rush Counties

The Board of Madison County Commissioners - Job Source (JS)
Madison County

Lincoln Hills Development Corp. (LHDC)

Crawford, Perry and Spencer Counties

North Central Community Action Agencies, Inc. (NCCAA)
LaPorte, Pulaski and Starke Counties

Northwestern Indiana Community Action (NWICA)
Jasper, Lake, Newton and Porter Counties

Ohio Valley Opportunities, Inc. (OVO)

Jefferson, Jennings and Scott Counties

PACE Community Action Agency, Inc. (PACE)

Daviess, Greene, Knox and Sullivan Counties

Real Services, Inc. (REAL)

Elkhart, Fulton, Kosciusko, Marshall and St. Joseph Counties

South Central Community Action Program, Inc. (SCCAP)
Brown, Monroe, Morgan and Owen Counties

Southeastern Indiana Economic Opportunity Corp. (SIEOC)
Dearborn, Franklin, Ohio, Ripley and Switzerland Counties

Dubois-Pike-Warrick Economic Opportunity Committee, Inc. (Tri-CAP)

Dubois, Pike and Warrick Counties

Western Indiana Community Action Agency, Inc. (WICAA)
Clay, Putnam and Vigo Counties

c. Distribution and Allocation of Funds

The FFY 2009-2010 Community Services Block Grant ARRA funds will be allocated as follows:

Eligible Entities	99%	\$14,413,245
Benefits Coordination	1%	\$145,588
Total ARRA Allocation	100%	\$14,558,833

Following is the schedule of ARRA Allocations for Indiana Community Action Agencies:

INDIANA CSBG ARRA ALLOCATION: \$14,558,833
 1% BENEFITS COORDINATION: \$145,588
 TOTAL ALLOCATED TO CAA'S \$14,413,245

ACTION MUNCIE, IN	\$ 471,910.98
AREA IV LAFAYETTE, IN	\$ 581,041.90
AREA V LOGANSPOUT, IN	\$ 694,310.85
CAECI RICHMOND, IN	\$ 452,476.55
CAGI INDIANAPOLIS, IN	\$ 1,583,822.45
CANI FORT WAYNE, IN	\$ 1,093,700.98
CAPE EVANSVILLE, IN	\$ 459,797.41
CFS PORTLAND, IN	\$ 730,003.27
COWI COVINGTON, IN	\$ 503,510.27
HS COLUMBUS, IN	\$ 648,711.04
HUEDC MITCHELL, IN	\$ 476,686.72
CASI JEFFERSONVILLE, IN	\$ 388,868.95
ICAP NEW CASTLE, IN	\$ 369,854.00
JS ANDERSON, IN	\$ 323,167.82
NWI	\$ 1,190,812.57

MERRIVILLE, IN	
LHDC	\$ 260,002.94
TELL CITY, IN	
NCCAA	\$ 490,642.96
MICHIGAN CITY, IN	
OVO	\$ 420,375.84
MADISON, IN	
REAL	\$ 1,192,081.11
SOUTH BEND, IN	
SCCAA	\$ 540,486.63
BLOOMINGTON, IN	
SIEOC	\$ 420,609.70
AURORA, IN	
TRI-CAP	\$ 247,508.02
JASPER, IN	
WICCA	\$ 494,784.82
TERRE HAUTE, IN	
PACE	\$ 378,126.39
VINCENNES, IN	
	<u>\$14,413,294.17</u>

d. Description of Criteria and Distribution Formula

Under the American Reinvestment and Recovery Act (ARRA) funding, the State of Indiana will allocate 99 percent to eligible entities in accordance with the CSBG Information Memorandum Transmittal #109 and the CSBG Act, Section 675C(a)(1).

ARRA CSBG funding to the eligible entities will be allocated with a base plus formula that takes into account poverty and unemployment. The base allocation (\$3.87 million) is equal to \$75,000 per agency plus an additional \$22,500 for each county served. Given the extreme economic conditions in various parts of the state, another \$2.7 million of Indiana's allocation is apportioned to 54 counties that receive a \$50,000 increase to the base allocation because the local unemployment rate exceeds the state rate. The remaining \$7.83 million is distributed based on the proportion of low income individuals at or below 200% of the federal poverty guideline.

Prior to the execution of the grants, all community action agencies are required to submit ARRA-specific work plans detailing services, outcomes measurements, and budgets. These work plans and budgets will be reviewed by CSBG staff and management to ensure compliance with the CSBG Act and the Indiana's CSBG ARRA priorities. Sixty percent of an eligible entity's total available award will be targeted to typical CSBG activities that are linked to employment stability or access. The remaining 40% of an eligible entity's award will be targeted to entrepreneurship and business expansion activities. If an eligible entity elects not to engage in entrepreneurship and/or business expansion initiatives, its award will be redistributed proportionately to agencies providing such programs.

No carry-over of CSBG ARRA will be allowed as all funds must be expended by September 30, 2010. Grants will be awarded as soon as authorization is obtained from the Office of Community Services, U.S. Department of Health and Human Services. All grants will have an expiration date of September 30, 2010.

e. Description of Distribution and Use of Restricted Funds

Ninety-nine percent of the CSBG ARRA funding will be allocated to community action agencies. The remaining one percent will be used for benefit enrollment coordination activities identified by Indiana Housing and Development Authority.

Restricted funds may be used for education, employment, emergency services, health, housing, income management, linkages, nutrition, self-sufficiency and coordination of services. As there is an emphasis on and need for employment and employment sustainability activities, Indiana will utilize the restricted funds for informing the low-income public to the opportunities available for small business expansion and start-up.

f. State Community Services Program Implementation

1. The Service Delivery System Service of Benefit Enrollment Coordination Activities.

To low-income individuals and families is provided through the 24 community action agencies as listed previously under Eligible Entities. These 24 agencies cover from one to seven counties each, and maintain outreach offices in each county, during all, or part, of the year. All 92 counties in the state are served by the 24 agencies.

2. Description of Recovery Act Projects

Indiana proposes to utilize CSBG funds to:

- Support efforts to expand businesses with fewer than five employees;
- Jumpstart the efforts of individuals interested in starting their own small businesses; and
- Provide a range of assistance for individuals who would be able to work but for the fact that they either cannot access or cannot afford critical support services such as transportation or childcare.

IHCDA must allocate \$14,558,883 in CSBG funds provided under the American Restoration and Reinvestment Act to Community Action Agencies throughout the state; of the total amount, up to one percent may be used for benefit enrollment activities. In accord with the statute governing CSBG, our emphasis is on jobs and income growth, with a particular focus on youth entrepreneurship. We propose to focus our efforts on removing obstacles to self-sufficiency and securing adequate employment; accordingly, we will allocate a “boosted” amount to any Community Action Agency that agrees to focus the majority of their funds on the business expansion and microenterprise programs set forth below. In exchange for increased funding, we expect that clients assisted with CSBG funds will demonstrate verifiable progress in terms of household wealth, household income, and financial management skills. We anticipate that Community Action Agencies will:

- (1) Utilize no more than \$7,861,795 to help CAAs address barriers to employment such as access to daycare, transportation issues. This assistance must result in verifiably improved income or wealth for the client.
- (2) Utilize at least \$5,241,197 in CSBG funds to provide low-interest loans to:
 - Support efforts to expand businesses with fewer than five employees;

- Provide start-up capital for individuals interested in starting their own small businesses; and
- (3) Utilize no more than \$1,455,888 for eligible program delivery expenses. Sixty percent of these funds will be used for CSBG employment enhancement services. The remaining 40% is linked to providing entrepreneurship and business expansion services.

These efforts meet Indiana's strategic priorities for ARRA funds as follows:

Jobs: The proposed efforts will create up to 533 jobs in the state at all levels of qualification through removal of barriers to employment and small business expansion.

Speed: We will maximize existing infrastructure to meet our goals through partnerships with local banks, Women's Business Centers and Small Business Development Centers throughout the state, Ivy Tech and other educational institutions, and Community Action Agencies with demonstrated expertise in providing support for microenterprise.

Legacy: Each of these investments will have long-term impact in the form of sustained employment, and new or expanded sustainable businesses.

Program Descriptions

Employment enhancement services: CSBG funding will be used for any CSBG-eligible purpose that will verifiably improve the service recipient's access to new or better employment, subject to appropriate review and approval by IHCD staff. Agencies will submit to the State Office a plan including a statement of purpose for these funds, a detailed narrative of expectations for outcomes, and a detailed budget. For every proposed service, CAAs will provide outcome measures against which they can evaluate their services to confirm that the client's self-sufficiency has actually increased; potential indicators include but are not limited to increased income, improved credit score, or successful completion of a treatment program.

Cost: \$7,861,795/Result: Verified progress against self-sufficiency plan for 1,000 individuals.

Business Start-ups--Training/Technical Assistance/Very Small Loans: Starting a small business is a viable alternative for unemployed Hoosiers who want to leverage their unique talents to be their own boss. Just as importantly, small business represents a viable path to supplement work income and develop a fall-back plan in case of layoff or other adverse life event. According to the most recent research available, roughly six in ten individuals seeking assistance to expand a business in 2004 were also working full-time. With sufficient support, very small businesses are almost fifty percent more likely to survive for at least five years than all other small businesses, according to the Association for Enterprise Opportunity. Yet, key to that survival rate is access to the knowledge and expertise to run a business while generating a product that customers want to buy. Through partnerships between Small Business Development Centers and Women's Business Centers throughout the state, Community Action Agencies, local lenders and educational institutions such as Ivy Tech, we can leverage CSBG funds to build a sustainable infrastructure for providing training and technical assistance to start-up businesses. SBDCs and their partners provide a range of business planning and set-up services, which CAAs can leverage through case management services and partnerships with educational institutions and WBCs for specific coursework or technical assistance (such as accounting or business management). CAAs might also use CSBG dollars to facilitate expansion or creation of WBCs throughout the state. Our model is based on research sponsored by the Kauffman Foundation that demonstrates that while only thirty percent of entrepreneurs receiving assistance indicate that they received what they needed, intensive and extensive

engagement with the borrower vastly improves both their ability to succeed in business and their ability to address other barriers to self-sufficiency, including financial skills, time management, and making and following a plan for self-sufficiency. CAAs will also provide very small loans (up to \$15,000 per borrower) for business start-up costs; borrowers will be required to match those loans with at least 10% in equity. Loans will be underwritten and serviced by local banks. CAAs will coordinate with Work One centers and the partners referenced above to make programs accessible to a wide range of individuals. Finally, we will work with area schools to integrate entrepreneurship training into their curricula for youth interested in starting their own businesses. Key to our efforts will be the ability of the CAP agencies to help the client access a wide range of services through effective case management and coordination with partner agencies.

Cost: \$2,241,197 million for services to entrepreneurs and very small start-up loans/Result: 133 new businesses, creating at least 133 new jobs.

Revolving Loan Fund for expansion of existing Very Small Businesses: According to data from the Association for Enterprise Opportunity, almost 85% of businesses across the state of Indiana employ fewer than five employees. Working in partnership with Small Business Development Centers throughout the state, Community Action Agencies can use CSBG funds to capitalize a revolving loan pool; the loan pool will provide low-interest loans to very small businesses to foster expansion or provide critical working capital while leveraging private financing; we propose to provide up to \$50,000 of each loan, subordinate to bank financing which will match revolving loan funds on at least a dollar for dollar basis. Each loan would be underwritten by bank staff to confirm the soundness of both the borrower and the business, so that a high percentage of loan funds will be repaid and recycled into other businesses. Entrepreneurs will also be required to provide a meaningful amount of equity to leverage bank and revolving loan funds, to ensure that they have a stake in the business' success. SBDCs will also work with very small business owners to help them strengthen all aspects of their business, from inventory management to accounting systems. This approach has the potential to create a permanent revolving loan fund for the very small businesses that act as the most reliable engine of growth for Indiana's economy.

Another approach we might take here revolves around using CSBG funds to fund loan-loss guarantees against loans provided by local banks to Very Small Businesses; this will help us to impact a wider range of local businesses while increasing the involvement of local banks in financing projects that benefit both low-income people and the community as a whole.

Cost: \$3,000,000 loan pool (revolving), leveraging at least \$3,000,000 in bank capital/Result: Expansion of at least 200 businesses, resulting in at least 400 new jobs PLUS a permanent source of flexible loan capital to leverage private bank financing for business expansion.

3. The Services Delivery System for Recovery Act Projects

Indiana Housing and Community Development Authority received approximately \$14.5 million in CSBG ARRA funding to provide employment, education, housing, and emergency services to eligible population. There are 24 community action agencies in Indiana that cover all of the State's 92 counties.

4. Linkages

While each agency is responsible for developing its own linkage programs, in accordance with the needs of the local communities, there are some general trends in such services. Many agencies have their own transportation program or work with other agencies in the local community to provide transportation services to those in need. Child care is a major priority in the state, and agencies are participating in state and federal programs to provide child care, or make referrals to appropriate child care programs within their area. Some of the local community action agencies are dual agencies, also serving as the local Area Agency on Aging. Serving as the local Area Agency on Aging, or working with the local Area on Aging helps to keep the elderly aware and involved in appropriate agency programs. Self-sufficiency/case management programs have been a priority of the Community Action Agency network. All agencies are encouraged to include this as a material part of their service. To this end, the Family Development Plan, using a ROMA matrix approach to case management, has been developed. All agencies are providing case management services of some type, and many are using the above-mentioned plan.

5. Coordination with Other Public and Private Resources

Agencies provide a list of public and private partners in constituent services in their grantee packets, and report on funding received from these entities in their annual reports.

Through the use of referral services in the case management programs, and sharing of information with various local providers and funders, agencies have been able to coordinate services and resources. Additionally, the public and private sector representatives on the CAA Boards help to achieve these partnerships. The local area partners include, but are not limited to Small Business Development Centers, Women's Business Centers, Area Agencies on Aging, Workforce Development offices, schools, community centers, local emergency services, homeless shelters, medical services, law enforcement programs, food banks, pantries, and soup kitchens. Further, the community action agencies are the primary providers of Weatherization, Energy Assistance, Section 8 Housing, and other low-income programs, so that services for these programs can easily be coordinated within each agency. A combination of food banks and community action agencies are used as distribution points for The Emergency Food Assistance Program (TEFAP).

6. Innovative Community and Neighborhood-based Initiatives.

The proposed program takes an innovative approach to improving employment opportunities by allowing CAAs to serve as both providers and brokers of services, so that they can help clients access programs provided by others more effectively. Moreover, our efforts to provide sufficient support for business ownership and microenterprise represent an innovative (but viable) approach to increasing individual and community wealth. Indiana is fortunate to host one of the most successful micro-enterprise programs in the country—Business Opportunities Inc.—in our state. BOI has proven that with the right mix of services, support, and realistic testing of business concepts and plans, anyone can succeed in business; more importantly, BOI has demonstrated an effective triage system to help people discover for themselves whether the joys and risks of business ownership are really for them.

VI. Community Needs Assessment:

Each CSBG eligible entity is required to submit a Community Needs Assessment at least once every three years. These assessments are developed and implemented by each individual agency and then are submitted to Indiana Housing and Community Development Authority (IHCDA) no later than May 31 of the following year. These assessments are kept on file by IHCDA and are available for submission the Secretary upon request. The most recent needs assessments on file were completed in 2008.

Many local agency programs already address community and neighborhood-based concerns. The use of community needs assessments helps to determine where needs are greatest, and identify services that would be beneficial to the communities. As noted previously, it is our intention to emphasize employment, retention, and sustainability in this State.

Moreover, the Indiana Community Action Association (INCAA) completed a cumulative community needs assessment in 2008 that is utilized by Community Action Agencies to provide more consistent and cumulative information to the state and other interested parties. This assessment is on file with the State and is available for submission to the Secretary upon request.

Research for the needs assessment was conducted in two parts, the first portion was completed by conducting background research using data that was available from federal, state, and local resources. Secondly, a survey was given directly to clients who use the services provided by the CAAs and was administered to a random sampling thousands of households and individuals served by Indiana Community Action Agencies in 2008.

The findings and conclusions of the assessments are utilized by the INCAA board, IHCDA staff, local agency personnel, and other stakeholders that want to better understand the needs of low-income Hoosiers, especially the needs of families with the lowest household incomes.

After all the data was collected from the data resources and surveys, each of the 24 CAAs received their own individual report with a county by county breakdown of the issues identified by client surveys as needs in the community. Additional exploration of the identified issues was conducted through strategic planning trainings based on survey findings.

VII. Fiscal Controls, Audits and Withholdings

a. State Program Monitoring

Per ARRA guidelines, IHCDA will monitor progress of grant recipients through the submission of quarterly program and financial reports. IHCDA will also conduct a full on-site review of each entity over the next 15 months. IHCDA will use a Comprehensive Administrative Review (CAR) form modified for ARRA purposes. This review covers administrative, programmatic, and fiscal areas, as well as all outreach office visits. The review also includes interviews with board members, staff, partners, and community leaders. Exit interviews are held with Executive Directors and/or appropriate staff, and review letters are written. The agencies are given 30-45 days to respond. Follow-up is completed as needed.

Topics covered by the CAR are:

1. Governance - Public Law 105-285. Section 676B and Section 676(b)(1 0)
 - a) a. Board of Directors - composition, training, effectiveness, knowledge of roles & responsibilities, attendance, and by-laws
2. Planning- Public Law 105-285. Section 676B(a)(1), Section 676B(b)(2), and Section 676(b)(1 1)
 - a. Agency Mission, Vision, Values
 - b. Strategic Planning, Evaluation, and Community Assessment
3. 3. Evaluation - Public Law 105-285. Section 678E and Section 676(b)(1 2)
 - a. a. ROMA Implementation (Board and Staff) on agency-wide basis as a framework for sound management
 - b. Agency outcomes and performance measures
 - c. Reporting to funders and Board of Directors
 - d. d. Government Performance Results Act (GPRA) implementation
4. Partnerships - Public Law 105-285. Section 676(b)(9)
 - a. Coordination/collaboration/linkages with relevant partners
 - b. Subgrantees/delegates
5. Administrative Systems and Procedures - Public Law 105-285. Section 678D. Fiscal Controls, Audits and Withholdings and Section 678F. Limitations on Uses of Funds and Section 678D.
 - a. HR & Personnel Policies
 - b. Records Retention
 - c. Technology implementation and planning
 - d. Conflict Resolution and grievance procedures
 - e. CSBG Assurances and Prohibitions
 - f. Review of pending and past litigation
6. Fiscal Procedures - Public Law 105-285. Section 678D and Section 678F.
 - a. Audit and results of previous/other monitoring/fiscal issues.
 - b. Additionally, agencies are monitored through the information submitted in their annual plan. The ROMA assessment will be used in conjunction with the CAR and other program reviews to assess the status of the agency's administration and major programs.
 - c. b. For any newly designated entity, a CAR will be used to complete an onsite review at the end of the entity's first year of service.
 - d. c. Follow-up reviews, including return visits when appropriate, are completed with agencies that fail to meet goals, standards, and requirements. Follow-up reviews are completed whenever necessary. This may be to verify compliance with recommendations made on CAR reviews or Annual Plan submissions.
 - e. Other reviews are conducted as appropriate, including reviews of entities with programs that have had other Federal, State or local grants terminated for cause.

- f. Appendix G lists the last completed independent audit and period covered for each eligible entity. In some cases, an audit is currently being completed, or is scheduled for completion later this year. That information is also noted.

7. Corrective Action, Termination, and Reduction of Funding:

Indiana Housing and Community Development Authority considers program monitoring as a tool to assess the health of the entire agency. The State uses a team approach to problem solving considering the best interest of all parties involved. In the event that the State determines that grantee fails to comply with the terms of an agreement or the State Plan, to provide services under CSBG or to meet appropriate standards, goals, and other requirements established by the State Plan (including performance objectives), the State will proceed with the following actions:

1. Inform the subgrantee of the deficiency to be corrected following the monitoring.
 - a. Subgrantee will be required to correct the deficiency and develop a Quality Improvement Plan within 45 days.
2. Using the approved Quality Improvement Plan, the State will establish training and technical assistance (T&TA) as appropriate.
3. Subgrantee will have 30 days to implement the Quality Improvement Plan.
 - a. Once the plan is in place the State will provide follow-up visits to the sub-grantee to ensure the deficiencies are corrected.
4. If an agency is still not in compliance the State reserves the right to withhold current or future funding until the deficiency is corrected.
5. After providing adequate notice, sufficient time to complete the corrective action, and an opportunity for a hearing, the State may initiate proceedings to:
 - a. Reduce the coverage area of the entity;
 - b. Reduce the funding to the eligible entity; and/or
 - c. Terminate the designation of the entity

The previous items will be done through written notice, monitoring reviews, follow-up documentation, and/or other notices as necessary. If the subgrantee needs more time to complete responses or the Quality Improvement Plan, the agency must request an extension in writing from IHCD.

Fiscal Controls, Audits, and Withholding:

Indiana Housing and Community Development has fiscal controls and fund accounting procedures necessary to assure the proper disbursement of and accounting for federal funds. IHCD is the direct recipient of CSBG funds.

IHCDA's accounting department is responsible for the computerized system of processing and payment of claims to the entities for their costs in the administration of the programs. IHCDA's Community Development department works closely with the accounting department to verify the information submitted by the subgrantee claim process. The payments are made within the subgrantee's budget totals and contracted allocations.

Subgrantees are required to submit program budgets, which project the amounts to be expended for administrative and program activities under Programmatic Assurances (3) above. These budgets are based on allocations of funds to the entities, and contracts are issued in the amount of the funding allocations. IHCDA uses a board of directors to approve all contracts and grant agreements. After contracts have been executed, IHCDA will pay claims based on the eligible activities outlined in the subgrantee's budget.

IHCDA ensures that the cost and accounting standards of the Office of Management and Budget apply to IHCDA and the subgrantees that receive CSBG funding. IHCDA uses an independent auditor who completes a program audit as well as a financial statement audit. Appropriate books, documents, papers, and records are available to the Secretary and the Comptroller General of the United States or any of their duly authorized representatives, for examination, copying, or mechanical reproduction on or off the premises, upon reasonable request for the items.

Each subgrantee must arrange for an independent audit by a certified public accounting firm each year. The independent auditors then complete the annual audits, according to the Single Audit Act.

Field monitors from IHCDA provide on-site fiscal monitoring for Community Development programs. Approximately eight agencies per year will be monitored by IHCDA. With twenty-four (24) agencies, this allows for an audit once every three years. In addition to regularly scheduled subgrantee visits, the field monitors also concentrate their expertise in specific problem areas as identified by IHCDA's Community Development Administrators. During the field auditor's visit, a monitoring report is discussed and completed. Based on findings by the field monitor, areas for additional technical assistance are identified and addressed in a letter to the agency.

As appropriate, corrective action will also be applied to fiscal deficiencies. The state will repay to the United States amounts found not to have been expended appropriate for the program, or will submit information to the Secretary for consideration in offsetting the amount against another amount for this program, to which the State is or may become entitled.

VIII. Reporting and Registration Requirements

In accordance with Section 1512 of the American Recovery and Reinvestment Act of 2009, Public Law 111-5, the designee of the chief executive of the State hereby agrees to the following reporting and registration requirements:

- (a) This award requires the recipient to complete projects or activities which are funded under the American Recovery and Reinvestment Act of 2009 ("Recovery Act") and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.
- (b) The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.

(c) Recipients and their first-tier recipients must maintain current registrations in the Central Contractor Registration at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System is one of the requirements for registration in the Central Contractor Registration.

(d) The recipient shall report the information described in section 1512(c) using the reporting instructions and data elements that will ensure that any information that is pre-filled is corrected or updated as needed.

DRAFT

STATE OF INDIANA

FFY 2009 and 2010 ARRA STATE PLAN

IX. APPENDICES

DRAFT

Appendix 1

May 12, 2009

Yolanda J. Butler, Ph.D.
Acting Director
Office of Community Services
Administration for Children and Families
U.S. Department of Health & Human Services
370 L'Enfant Promenade, S.W.
Washington, D.C. 20201

Dear Ms. Butler:

Enclosed is the Community Services Block Grant for calendar year 2009 and 2010 for the State of Indiana.

The authorized State CSBG official is Cecelia Johnson-Powell and the CSBG contact person is Charles Templin who can be reached at 317-234-5303 or chtemplin@ihcda.in.gov.

Sincerely,

Sherry Seiwert
Executive Director

Appendix 2

INDIANA'S COMMUNITY ACTION AGENCY STATUTES INDIANA CODE, TITLE 12 HUMAN SERVICES

Article 14, Chapters 23

Community Services, Community Action Agencies, Community Action Boards (IC12-14-23)

IC 4-4-33 Shows changes made during the 2006 legislative session regarding specific human services. The change now results in the Lt. Governor's Office housing the CSBG Program for the State of Indiana.

This change is in accordance with 42 U.S.C § 9908 and pursuant to Indiana Code 4-4-33-1 (2) as the appropriate State agency to act as the lead agency for purposes of carrying out State activities related to the Community Services Block Grant program.

Information Maintained by the Office of Code Revision Indiana Legislative Services Agency
08/25/2006 04:37:45 PM EDT

IC 12-14-23

Chapter 23. Community Action Agencies; Community Action Boards

IC 12-14-23-1

Legislative policy; purpose of chapter

Sec. 1. (a) It is the policy of Indiana to help develop the full potential of each of its citizens so that they can live in decency and dignity and so that they can contribute to the strength of the state as a whole. The resources of the private sector of the economy should be employed to increase the opportunities for people to develop their capabilities.

(b) It is the purpose of this chapter to strengthen, supplement, and coordinate efforts that further the policies stated in subsection (a).

As added by P.L.2-1992, SEC.8.

IC 12-14-23-2

"Community action agency" defined

Sec. 2. As used in this chapter, "community action agency" means an entity that meets the following conditions:

- 1) Is any of the following:
 - a) A private nonprofit organization that is geographically located within a community.
 - b) A private nonprofit organization that is located in a county or counties contiguous to or within reasonable proximity of a community.
 - c) A political subdivision, if there is no qualified nonprofit organization identified that meets the criteria set forth in clause A or B.
- 2) Has the authority under state or federal law to receive money to support the community action programs described in sections 3 and 4 of this chapter.
- 3) Is designated as a community action agency by the governor or by federal law.

As added by P.L.2-1992, SEC.8. Amended by P.L.186-2001, SEC. 7.

IC 12-14-23-3

"Community action program" defined

Sec. 3. As used in this chapter, "community action program" means a community based and operated program that meets the following conditions:

- 1) Includes or is designed to include a sufficient number of projects or components to provide a range of services and activities that have a measurable and potentially major impact on causes of poverty in:
 - a) the community; or
 - b) those areas of the community where poverty is a particularly acute problem.
- 2) Has been developed, and organizes and combines the program's component projects and activities, in a manner appropriate to carry out all the purposes of this chapter.
- 3) Conforms to any other criteria that the governor prescribes consistent with this chapter.

As added by P.L.2-1992, SEC. 8.

IC 12-14-23-4

Community action programs; design and purpose; components

Sec. 4.

(a) The components of a community action program shall be designed to assist participants, including the poor and near poor, persons with disabilities, farmworkers, the elderly, and youth, to do the following:

- 1) Secure and retain meaningful employment.
- 2) Attain an adequate education.
- 3) Make better use of available income.
- 4) Provide and maintain adequate housing and a suitable living environment.
- 5) Undertake family planning consistent with personal and family goals and religious and moral convictions.
- 6) Obtain services for the following:
 - a. The prevention of narcotics addiction and alcoholism.
 - b. The rehabilitation of narcotic addicts and alcoholics.

- 7) Obtain emergency assistance through loans or grants to meet immediate and urgent individual and family needs, including the need for health services, nutritious food, housing, and employment related assistance.
- 8) Remove obstacles and solve personal and family problems that block the achievement of selfsufficiency.
- 9) Achieve greater participation in the affairs of the community.
- 10) Make more frequent and effective use of other programs related to the purposes of this chapter.

(b) Components of a community action program may be:

- 1) administered by:
 - a. the community action agency when consistent with sound and efficient management and applicable law; or
 - b. other agencies;
- 2) projects assisted from other public or private sources; and
- 3) specially designed to meet local needs, or designed under the eligibility standards of a state or federal program providing assistance to a particular type of activity that will help meet local needs.

As added by P.L.2-1992, SEC.8.

IC 12-14-23-5

Organization under IC 12-14-23; right to receive state or federal funds

Sec. 5. A community action agency may not receive state or federal money appropriated or allocated by the state to carry out community action programs unless the agency is organized in accordance with this chapter.

As added by P.L.2-1992, SEC.8.

IC 12-14-23-6

Administration of programs; community action board

Sec. 6.

(a) Each community action agency shall administer the agency's community action programs through a volunteer community action board consisting of not less than fifteen (15) and not more than fifty-one (51) members.

(b) One-third (1/3) of the members of the board must be elected public officials currently holding office or representatives of the public officials.

(c) At least one-third (1/3) of the members of the board must be persons chosen by democratic

selection procedures that are adequate to assure that those members are representative of the poor in the area served.

(d) The other members of the board must be officials or members of business, industry, labor, religious, welfare, education, or other major groups and interests in the community.

(e) Each member of the board selected to represent a specific geographic area within a community must reside in the area represented.

As added by P.L.2-1992, SEC.8.

IC 12-14-23-7

Subsidiary board or agency responsible for major policy determination; representation of geographic area

Sec. 7. If a community action agency places in a subsidiary board, council, or similar agency the responsibility for major policy determination concerning the character, funding, extent, administration, and budgeting of programs to be carried on in a particular geographic area within the community, the board, council, or agency must be broadly representative of the geographic area.

As added by P.L.2-1992, SEC.8.

IC 12-14-23-8

Community action agencies; consultation with neighborhood based organizations

Sec. 8. Each community action agency shall consult neighborhood based organizations composed of:

(1) residents of the area served; or

(2) members of the groups served; to assist the agency in the planning, conduct, and evaluation of components of the community action program.

As added by P.L.2-1992, SEC.8.

IC 12-14-23-9

Community action agencies; powers, duties, and activities

Sec. 9. A community action agency shall do the following:

(1) Systematically plan for an effective community action program.

(2) Develop information concerning the problems and causes of poverty in the community.

(3) Determine the amount and effectiveness of the assistance being provided to deal with the problems and causes of poverty in the community.

- (4) Establish priorities among projects, activities, and areas to ensure the best and most efficient use of resources.
- (5) Encourage agencies engaged in activities related to the community action program to do the following:
- a) Plan for, secure, and administer available assistance on a common or cooperative basis.
 - b) Provide planning or technical assistance to those agencies.
- (6) In cooperation with community agencies and officials, undertake actions to improve existing efforts to reduce poverty, including the following:
- a) Improving day-to-day communications.
 - b) Closing service gaps.
 - c) Focusing resources on the most needy.
 - d) Providing additional opportunities to low income individuals for any of the following:
 - i. Regular employment.
 - ii. Participation in the programs or activities for which those community agencies and officials are responsible.
- (7) Initiate and sponsor projects responsive to those needs of the poor that are not otherwise being met. The projects must emphasize the following:
- a) Providing central or common services that can be drawn upon by various related programs.
 - b) Developing new approaches or new types of services that can be incorporated into other programs.
 - c) Filling gaps pending the expansion or modification of the programs.
- (8) Establish effective procedures to do the following:
- a) Enable the poor and the affected area residents to influence the character of programs affecting the interests of the poor and the affected area.
 - b) Provide for regular participation of the poor and the affected area residents in the implementation of the programs.
 - c) Provide technical and other support needed to enable the poor and neighborhood groups to secure available assistance from public and private sources.
- (9) Join with and encourage business, labor, and other private groups and organizations to undertake, together with public officials and agencies, activities in support of the community action program that will result in the additional use of private resources and capabilities. These activities shall be undertaken for the following purposes:
- a) Developing new employment opportunities.
 - b) Stimulating investment that will have a measurable impact on reducing poverty among residents of areas of concentrated poverty.
 - c) Providing methods by which residents of the areas can work with private groups, firms, and institutions in seeking solutions to problems of common concern.

As added by P.L.2-1992, SEC.8.

IC 12-14-23-10

Interlocal cooperation agreements

Sec. 10. Community action agencies may enter into interlocal cooperation agreements with units of government.

As added by P.L.2-1992, SEC.8.

Chapter 33. Miscellaneous Community Development Programs

IC 4-4-33-1

Administration by lieutenant governor

Sec. 1. The lieutenant governor shall administer the following:

- (1) The Housing Assistance Act of 1937 (42 U.S.C. 1437).
- (2) Community services programs, including the Community Services Block Grant under 42 U.S.C. 9901 et seq.
- (3) Home energy assistance programs, including the Low Income Home Energy Assistance Block Grant under 42 U.S.C. 8621 et seq.
- (4) Weatherization programs, including weatherization programs and money received under 42 U.S.C. 6851 et seq.
- (5) Food and nutrition programs, including food and nutrition programs and money received under 7 U.S.C. 612, 7 U.S.C. 7501 et seq., and 42 U.S.C. 9922 et seq.
- (6) Migrant and farm worker programs and money under 20 U.S.C. 6391 et seq., 29 U.S.C. 49 et seq., and 42 U.S.C. 1397 et seq.
- (7) Emergency shelter grant programs and money under 42 U.S.C. 11371 et seq.
- (8) Shelter plus care programs and money under 42 U.S.C. 11403 et seq.

As added by P.L.181-2006, SEC.12.

Schedule
of CSBG
CAR
Reviews

ACTION	11/9/2007
AREA IV	8/31/2008
AREA V	11/19/2007
CFS	8/21/2008
CAECI	9/10/2007
CAGI	7/18/2007
CANI	2/23/2009
CASI	2/4/2007
COWI	6/19/2008
CAPE	10/13/2007
TRI-CAP	4/25/2008
HUEDC	11/6/2006
HIS	9/24/2008
ICAP	7/24/2008
JS	9/10/2007
LHDC	7/15/2007
NCCAA	10/17/2006
NWI	4/24/2007
OVO	8/27/2007
REAL	11/21/2006
SCCAA	12/24/2008
SIEOC	6/30/2007
PACE	12/6/2006
WICCA	9/5/2007

Appendix 3



STATE OF INDIANA
OFFICE OF THE GOVERNOR
State House, Second Floor
Indianapolis, Indiana 46204

Mitchell E. Daniels, Jr.
Governor

October 10, 2007

The Honorable Michael O. Leavitt
U.S. Department of Health and Human Services
200 Independence Avenue, S.W.
Washington, DC 20201

Dear Mr. Secretary,

In accordance with 42 U.S.C. § 9908, I, Mitchell E. Daniels, Jr., Governor of the State of Indiana, hereby designate the Indiana Housing and Community Development Authority pursuant to Indiana Code 4-4-33-1(2), as the appropriate State agency to act as the lead agency for purposes of carrying out State activities for the Community Services Block Grant Program.

If there is any additional information you require from the State of Indiana, please contact Cecelia Johnson-Powell, Community Development Manager of the Indiana Housing and Community Development Authority, at 317-234-5195.

Best regards,

A handwritten signature in black ink that reads "M E Daniels, Jr." in a cursive style.

Mitchell E. Daniels, Jr.

APPENDIX 4

NOTICE OF PUBLIC HEARING

COMMUNITY SERVICES BLOCK GRANT

AMERICAN REINVESTMENT AND RECOVERY ACT

STATE PLAN FOR FFY 2009-2010

Pursuant to Public Law, Subsection 676(a) (3) and 676 (a) (2) (B), the State of Indiana wishes to encourage citizens to participate in the development of the State of Indiana CSBG ARRA State Plan for 2009-2010. In accordance with this regulation, the State is providing the opportunity for citizens to comment on the 2009-2010 State Plan Draft Report that will be submitted to the U.S. Department of Health and Human Services, Office of Community Service on or before May 29, 2009. The State Plan defines the method of distribution of funding for the CSBG Program.

The public hearing will be conducted as follows:

May 28, 2009

11:00 a.m.

Indiana Housing and Community Development Authority

30 South Meridian Street

Indianapolis, Indiana 46204 8th Floor

Interested persons unable to attend are invited to submit written comments through May 28, 2009 to the above address. Please direct questions by phone to 317-234-5303 during normal business hours.

Appendix 5

Public Notices

Indianapolis Star

P.O. Box 145

Indianapolis, IN 46206-0145

Phone: (317) 444-4444

Fax: (317) 444-8806

www.indystar.com

The Indiana Housing and Community Development Authority (IHCDA) has an email distribution system referred to as IHCDA-Info. This system delivers notices directly to individual e-mail accounts. At the current time, there are approximately 2300 registered e-mail accounts in this system. These e-mail accounts include Community Action Agencies, community development corporations, various non-profit groups, for-profit developers, other governmental entities, and interested citizens. Agencies and interested persons can sign up to receive this information from the IHCDA website at www.ihcda.in.gov.

Two notices of the CSBG State Plan Public Hearing were sent to the IHCDA-Info distribution list.

Additionally, IHCDA directly contacted the Indiana Community Action Association (INCAA) with a copy of the public notice to distribute to their members and interested parties. INCAA members include all 24 eligible entities throughout the State of Indiana.

Appendix 6

CSBG State Plan Public Hearing Agenda

Thursday May 28, 2009

Indiana Housing and Community Development Authority

30 South Meridian Street

Indianapolis, Indiana 8th Floor

11:00 AM

AGENDA

Explanation of CSBG ARRA Funding

Funding Distribution

Usage of Funds

State Plan Format

Additional Comments/Discussion/Questions

Sign In Sheet

CSBG Public Hearing

May 28, 2009

Indiana Housing and Community Development Authority

30 South Meridian Street

Indianapolis, Indiana 46204

11:00 a.m.

DRAFT

DRAFT

CSBG Public Hearing Minutes & Related Correspondence

Minutes:

DRAFT